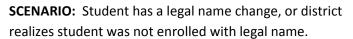


AIM QUICK FIXES

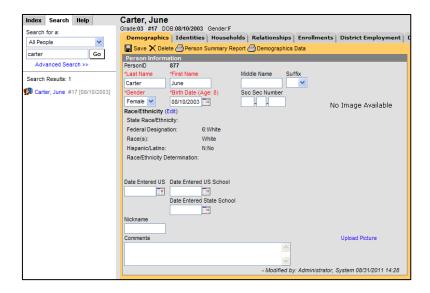
Student Name Changes

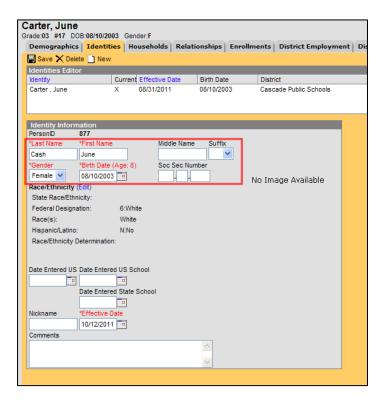


FIX: Create a new identity record for the student.



Click the **Search** tab. Search for a: **All People**. Enter the student's last name and click **Go**.





Click the **Identities** tab. Click **New**.

Enter the student's new, legal last name (and first or middle name as applicable).

Click Save.

